# The Comprehensive Community Plan

Part 2 of 2



#### Part 1 of CCP Webinar Review

- Reasons for New Format and Uniformed Calendar
  - Simple Procedures: quick, less descriptive and avoid redundancy
  - One of the four annual data collection sources
- Components:
  - Vision Statement and Mission Statement
  - Membership List and Meeting Schedule
  - Community Needs Assessment:
    - Community Profile
    - Community Risk and Protective Factors





### **Document Submission Due Dates:**

Document	Submission Due Date
Comprehensive Community Plan	April 1, 2020
Quarter 1 Report (Apr-Jun)	July 15, 2020
Quarter 2 Report (Jul-Sept)	October 15, 2020
Quarter 3 Report (Oct-Dec)	January 15, 2021
Quarter 4 Report ("End of Year")	April 15, 2021

#### Part 2 of CCP Webinar Overview

- Making a Community Action Plan
  - Step 1: Create + Categorize Problem Statements
  - Step 2: Evidence-Informed Problem Statements
  - Step 3: Brainstorm
  - Step 4: Develop SMART Goal Statements
  - Step 5: Plans to Achieve Goals
- Fund Document
  - Funding Profile
  - Funding Categories
  - Funding by Goal per Problem Statement

- Now that you have completed a community assessment and have identified the risk and protective factors that exist, you can develop a plan of action.
- CCP is a systematic and community-driven gathering, analysis, and reporting of community-level indicators for the purpose of identifying and addressing local substance use problems.
  - ► Step 1: Create + Categorize Problem Statements
  - Step 2: Evidence-Informed Problem Statements
  - Step 3: Brainstorm
  - Step 4: Develop SMART Goal Statements
  - Step 5: Plans to Achieve Goals



- Step 1: Create + Categorize Problem Statements
  - Create problem statements as they relate to each of the identified risk factors

Risk Factors	Problem Statement(s)
High availability of access to alcohol	Alcohol use and abuse by youth is a problem within the county.  2.  3.

- Step 2: Evidence-Informed Problem Statements
  - Identify your top three problem statements using local or state data. Ensure that each problem statement can be addressed by each co-equal funding category

Problem Statements	Data That Establishes Problem	Data Source
Alcohol use and abuse by youth is a problem within the county.	In 2018, there were 143 alcohol related referrals to Juvenile Probation that were alcohol related. This represents 11.8% of the total referrals to Juvenile Probation.	County Probation Depratment
	In 2017, the Indiana Youth Survey indicated little change in both monthly alcohol use and binge drinking among 12th graders compared to 2016 statistics used. (Monthly Alcohol use 31.5%, Binge drinking 14.7%)	Indiana Youth Survey

#### **Step 3:** Brainstorm

Consider the resources/assets and limitations/gaps that were identified for each risk factor, and list what actions can be taken for each identified problem statement.

Problem Statements	What can be done (action)?
Alcohol use and abuse by youth is a problem within the county.	1. Encourage and support programs that seek to improve and increase community attachment and recognition for the youth population as a means to increase protective factors against underage drinking.  2. Support local law enforcement and government agency efforts to increase their capacity, through various means, to reduce underage drinking.  3. Encourage and support the schools to continue their participation in and support of the Indiana Youth Survey for the purpose of collecting data on alcohol use by youth.
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Step 4: Develop SMART Goal Statements



Step 4: Develop SMART Goal Statements

#### S.M.A.R.T Goals

- <u>Specific:</u> well defined, clear, and unambiguous.
- <u>Measurable</u>: With specific criteria that measure your progress towards the accomplishment of the goal.
- Achievable: Attainable and not impossible to achieve.
- Realistic: Within reach, realistic and relevant to your purpose.
- <u>Timely</u>: With a clearly defined timeline, including a starting date and a target date.

- Step 4: Develop SMART Goal Statements
- Minimum of two SMART goals per problem statement
- Example of creating SMART Goal:
  - Specific = youth 11- 18
  - Measurable = from juvenile probation data
  - ▶ Attainable = Reduce juvenile alcohol related probation referrals from 11.8% by 1%
    - ▶ 1% of a population of 10,000 is substantially different than 1% of the population of 100,000. This is important to consider when setting an attainable goal.
  - Relevant = focus on youth alcohol
  - Time = one year

#### Problem Statement #1

Goal 1: The LCC will reduce alcohol use amongst youth ages 11-18 by 1% within a one a year period. This will be known by (specific data). If a 1% reduction is not achieved within 1 year, the LCCs approach will be reevaluated.

- Step 5: Plans to Achieve Goal
  - For each goal, list the steps required to achieve each via the three categories
  - These are guideposts as to how you think that the LCC will achieve the goal through

Problem Statement #1	Steps
Goal 1: The LCC will reduce alcohol use	1. Prevention/Education - Fund prevention
amongst youth ages 11-18 by 1% within a	and/or education program focused on youth
one a year period. This will be known by	alcohol abuse
(specific data). If a 1% reduction is not	
achieved within 1 year, the LCCs approach	2. Intervention/Treatment - Support intervention
will be reevaluated.	and/or treatment efforts focused on youth
	alcohol abuse
	3. Justice Services/Supports – Fund justice
	services and/or supports that enhance youth recovery from alcohol abuse
	lecovery from alcohol abuse

#### **Fund Document**

- ► The last portion of the CCP is the Fund Document
  - Partial adoption from the previous Fund Request form
  - Gauges an LCC's fiscal wellness to empower their implementation of growth within their community.
  - Ensures LCCs meet the statutory requirement of funding programs within the three categories of (1) Prevention/Education, (2) Treatment/Intervention, and (3) Criminal Justice Services and Activities (IC 5-2-11-5).
  - Funding Profile:
    - 1. Funds collected the previous year
    - Rollover
    - 3. Total available
    - 4. Amount granted out the year prior
    - 5. Additional grant funds relating to substance use

#### **Fund Document**

#### **Funding Profile**

Amount of funds deposited into the County Drug Free Community Fund from fees collected last year (\$100.00): \$10,000.00 Amount of unused funds that rolled over from the previous year (\$100.00): \$2,000.00 Total funds available for programs and administrative costs for the upcoming year (\$100.00): \$12,000.00 Amount of funds granted the year prior (\$100.00): \$8,0000.00 How much money is received from the following entities (if no money is received, please enter \$0.00): \$0.00 Substance Abuse and Mental Health Services Administration (SAMHSA): Bureau of Justice Administration (BJA): Office of National Drug Control Policy (ONDCP): Indiana State Department of Health (ISDH): Indiana Department of Education (DOE): Indiana Division of Mental Health and Addiction (DMHA): Indiana Family and Social Services Administration (FSSA): Local entities: Other:

# Fund Document

Funding allotted to prevention/education; intervention/treatment; and criminal justice services and activities (\$100.00):			
Prevention/Education:	Intervention/Treatment:	Justice:	
\$3,000.00	\$3,000.00	\$3,000.00	
Funding allotted to Administrat	tive costs:		
Itemized list of what is being funded		Amount (\$100.00)	
Coordinator annual compensation		\$2,500.00	
Advertising LCC Events and Meetings		\$400.00	
Office Supplies		\$100.00	
Funding allotted by Goal per Pi	roblem Statement:		
Problem Statement #1	Problem Statement #2	Problem Statement #3	
Goal 1: \$1,500.00	Goal 1: \$2,500.00	Goal 1: \$1,500.00	
Goal 2: \$500.00	Goal 2: \$1,500.00	Goal 2: \$1,500.00	

#### Other Information

- An email will be sent out soon that will provide information on how to enroll in Intelligrants.
  - All CCPs will be submitted through Intelligrants. If it is not submitted through Intelligrants will not be reviewed.
  - A non submission via Intelligrants will result in a rejection.